daily at the office of the bureau of immigration during the office hours as hereinbefore prescribed; to arrange and carefully file away and preserve all the records, statistics, pamphlets and other data and document of the office; keep the books of the bureau, conduct its correspondence, and perform such other duties pertaining to the functions of the bureau as may be required of him by the board of immigration commissioners; and in the absence of the State Superintendent it shall be the duty of the Secretary to furnish all required information regarding immigration matters to persons who may apply thereto. And the State Superintendent is authorized subject to the approval of the board of immigration commissioners to appoint such clerical help as is necessary for the proper performance of the duties of the office. (Said board is also authorized to appoint a clerk who shall also act as stenographer and typewriter at a salary not to exceed six hundred dollars per annum.)

1904, art. 45A, sec. 6. 1896, ch. 295, sec. 7. 1914, ch. 429, sec. 6.

6. As soon as organized it shall be the duty of the board of immigration commissioners to take proper steps to collect reliable information appertaining to the functions of this bureau in regard to every County in this State; and for this purpose, as well as for the purpose of distributing and locating such immigrants as may be brought to the State through the agency of the bureau, it shall be the duty of the board of immigration commissioners to invite and encourage the organization of local boards of immigration commissioners in the several Counties of the State; such auxiliary boards however, to receive no pecuniary aid or assistance from the State Board; the said board of immigration commissioners may also call upon the County Commissioners and the clerks of the Circuit Courts of the several Counties to assist them in the collection of the necessary statistics and information, and in the verification of the same; and the said commissioners and clerks of courts shall furnish free of charge to the bureau of immigration, such information as may be necessary to the proper keeping of the records of the office as to new settlers their location, the number of acres and from whom purchased, (at the expense of the State, such maps and other drawings as may be necessary to properly illustrate the geographical, topographical, physical, agricultural and other conditions of the State appertaining to the function of this bureau).